

Panaji, 16th August, 2024 (Savana 25, 1946)

SERIES I No. 20

OFFICIAL GAZETTE

GOVERNMENT OF GOA

PUBLISHED BY AUTHORITY

SUPPLEMENT

GOVERNMENT OF GOA

Department of Revenue

Notification

4/14/2/2021/RD-II

The following draft rules proposed to be made are hereby pre-published as required by sub-section (1) of section 116 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006), for information of the persons likely to be affected thereby and notice is hereby given that the said rules will be taken into consideration by the Government after the expiry of a period of thirty days from the date of publication of this notification in the Official Gazette.

All objections and suggestions to the said draft rules may be forwarded to the Secretary (Revenue), Revenue Department, Secretariat, Porvorim, before the expiry of the said period of thirty days so that they may be taken into consideration at the time of finalization of the said draft rules.

DRAFT RULES

In exercise of the powers conferred by sub-sections (1) and (2) of section 116 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006) and all other powers enabling it in this behalf, the Government of Goa hereby makes the following rules, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa Rehabilitation Board Rules, 2023.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. *Definitions.*— (1) In these rules, unless the context otherwise requires,—

(a) “Act” means the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006);

(b) “Form” means a form appended to these rules;

(c) “section” means a section of the Act.

(2) Words and expressions used but not defined in these rules shall have the same meanings assigned to them in the Act.

3. *Remuneration, allowances and leave etc., of the Chairman, members and persons associated with the Board.*— (1) The Chairman of the Board shall be entitled to,—

(a) a salary of Rs. 25,000/- (Rupees twenty-five thousand rupees only) per month, or such honorarium not exceeding Rs. 10,000/- per month, as the Government may in each case specify;

(b) a travelling allowance as admissible to the Head of a Government Department. The Chairman shall be entitled to travel by the highest class on railways including air conditioned class and/or by air at economy class.

(c) leave on full pay on the basis of one month per year of service or pro-rata for such lesser periods of service, provided such service, shall not be less than 3 months of continuous service and no leave for the same period is claimed in any other Department or organization.

(d) a telephone at residence.

(2) Notwithstanding anything contained in sub-rule (1), where the Chairman receives a honorarium or holds office in a honorary capacity he shall receive such of the following concessions as the Government may in each case specify in behalf namely:—

(a) furnished residential accommodation without payment of rent or any assessment, tax, rate or cess due to the Government or any local authority or where such residential accommodation is not made available, a monthly allowance of such amount as may be fixed by the Government;

(b) use of the Board's motor car and such allowances for the maintenance and running of the motor car as may be fixed by the Government or in lieu of such allowance the actual charges for the maintenance and running thereof;

(c) a telephone at residence;

(d) a daily allowance as may be specified by the Government from time to time when on tour;

(e) a travelling allowance at the rate admissible to the Head of a Government Department;

(f) un-paid leave on the basis of one month per year of service but the Government may relax the provisions of this clause in any particular case: Provided that while the Chairman is on leave, he shall be entitled to such of the aforesaid concessions as the Government may in each case specify in this behalf.

(3) A non official member of the Board other than the Chairman shall be entitled to:—

(a) an allowance of Rs. 1500/- (Rupees one thousand five hundred) for each day of a meeting of the Board that he attends; and

(b) travelling allowance at the maximum rate admissible to Grade-I Officer under the Government.

(4) An official member of the Board attending any meeting of the Board of any of its committees shall be entitled to receive travelling allowance admissible to him under the Government.

(5) A person associated with the Board for any particular purpose under section 18 or appointed on any committee under section 19 shall be entitled to such allowances as may be determined by the Board from time to time:

Provided that in the case of a member of the legislative Assembly he shall not be entitled to any remuneration other than the travelling allowance and daily allowance on tour at the rates not exceeding those admissible to him under the Goa Salary, Allowances and Pension of Members of the Legislative Assembly Act, 2004 (Goa Act 20 of 2004).

4. *Manner and form of control.*— (1) Every contract for the execution of any work or the supply of any building material or goods which involves an expenditure exceeding fifty thousand rupees shall be in writing and shall be sealed.

(2) The common seal of the Board shall remain in the custody of the Secretary and shall not be affixed to any contract or other instrument except in the presence of a member (other than the Chairman) who shall put (in) his signature to the contract or instrument in token that the same was sealed in his presence.

(3) The signature of the said member shall be in addition to the signature of any witness to the execution of such contract or instrument.

(4) If forms for contract are prescribed in the Central Public Works Department Manual or Code, the said forms may, as far as practicable, be adopted for like contracts of the Board provided that the Board shall have power to make additional conditions in the form of contract, if the Board desires to do so.

(5) In according sanctions, inviting tenders and entering into contracts for the execution of its works, the Board shall, as far as possible, follow principles laid down in the Central Public Works Department Manual or Code.

5. Delegation of powers of Board to sanction contracts.— The Board may delegate the powers to sanction the contracts to the Secretary and Housing Engineer under section 27 subject to the following limits, namely:—

(a) the maximum limit of rupees one lakh for any contract, where delegation of power is to the Secretary of the board;

(b) the maximum limit of rupees fifty thousand for contract, where the delegation of power is to the Housing Engineer.

6. Power to dispose of property.— The Board shall not lease, sell, exchange, grant or otherwise dispose off any immovable property vesting in it without the prior approval of Government. Such transfer shall be subject to such terms and conditions as Government may determine in each case in the behalf:

Provided that no such approval shall be required,—

(i) for allotment of tenements and premises according to the regulations made by the Board in that behalf; and

(ii) for sale or demolition of any building or structure which is in a dangerous condition or beyond repair; and

(iii) for purely temporary use on humanitarian basis for sheltering dislocated and/or homeless persons during calamities and or crisis, provided that such allotment is not carried on and/or allowed to be continued beyond a period of six continuous months without the sanction of the Government.

7. Form of Notice: A notice.— (a) under the proviso to sub-section (1) of section 50 shall be in Form I hereto;

(b) under provision to sub-section (1) of section 50 shall be in Form II hereto;

(c) under sub-section (1) of section 51 shall be in (accordance with the) Form III hereto;

(d) under sub-section (2) of section 51 shall be in Form IV hereto; and

(e) under sub-section (3) of section 51 shall be in Form V hereto.

8. Mode of service of notice.— A notice under sub-section (1) of section 50 or sub-section (1) of section 51 of Act may be served by an officer or employee in the service of the Board by giving or tendering it to the person to whom it is addressed or in the manner specified in section 103.

9. Manner of assessment of damages.— In assessing damages for unauthorized occupation of any Board premises under sub-section (2) of 51 of the Act, the competent authority shall take into consideration the following matters, namely:—

(a) the purpose and the period for which the Board premises were under unauthorized occupation;

(b) the nature, size and standard of accommodation available on such premises;

(c) the economic rent of the premises for the period of unauthorized occupation, such rent being calculated in accordance with the formula decided by the Board from time to time;

(d) any material damage done to the premises during the period of unauthorized occupation; and

(e) any other matter which is the opinion of the competent authority is relevant for the purpose of assessing the damages.

10. *Maximum sum to be deposited in the matter of operation of accounts.*— The maximum sum to be deposited in the Reserve Bank of India or in any scheduled bank in India under sub-section (5) of section 53 shall not exceed Rs. 15.00 lakhs at any time.

11. *Power of Board to borrow.*— The Board may borrow any sum subject to the prior approval of Government and to such terms and conditions as may be specified by the Government in each case.

12. *Power of the Board to lend.*— The Board may grant loans and advances under sub-section (4) of section 55 to the extent of Rs. 50,000/- without the prior approval of the Government.

13. *Form and details relating to estimates of income and expenditure.*— The Board shall maintain its accounts in commercial form. The estimates of income and expenditure under sub-section (3) of section 62 shall be prepared in Form VI (appended) hereto.

14. *Abstract of accounts.*— The abstracts of accounts to be submitted to the Government under section 76 shall be prepared in Form VII hereto.

FORM-I

[See rule 7(a)]

Notice under proviso to sub-section (1) of section 50 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006).

To,

Shri/Shrimati/Kumari residing at..... intaluka of District.

Whereas I, the undersigned, am satisfied-

(i) that you have not paid rents lawfully due from you for more than two months commencing from..... in respect of the premises described in the Schedule appended thereto;

(ii) that you have sub-let , without the permission of the Board, the whole or part of the premises described in the Schedule appended thereto;

(iii) that you have and thereby have acted in contravention of the terms under which you were authorized to occupy and use the premises described in the Schedule appended thereto;

And whereas in exercise of the powers conferred on me under sub-section (1) of section 50 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006), I propose to order you (as well as who is/are in occupation at the whole/a part of the said premises) to vacate the said premises within one month from20..... on grounds aforesaid (hereinafter referred to 'as the proposed order');

Now, therefore, as required by the proviso to sub-section (1) of section 50, I call upon you to tender an explanation and produce evidence, if any, and show cause within fourteen days from the date of service of this notice why the proposed order should not be made.

SCHEDULE

.....

.....

Panaji, dated/...../20..... Competent Authority

FORM-II

[See rule 7(b)]

Notice under proviso to sub-section (1) of section 50 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006).

To,

Shri/Shrimati/Kumari
residing at in taluka
of District.

Whereas I, the undersigned, am satisfied—

(i) that you have not paid rents lawfully due from you for more than two months commencing from.... in respect of the premises described in the Schedule appended hereto;

(ii) that you have sub-let, without the permission of the Board the whole or part of the premises described in the Schedule appended hereto;

(iii) that you haveand thereby have acted in contravention of the terms under which you were authorized to occupy and use the premises described in the Schedule appended hereto;

Now, therefore, in exercise of the powers conferred on me under sub-section (1) of section 50 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006), I Order you (as well....who is/are in occupation of the whole/a part of the said premises) to vacate the said premises within one month from the date of service of this notice.

SCHEDULE

.....
.....

Panaji, dated/...../20..... Competent Authority

FORM-III

[See rule 7(c)]

Notice under proviso to sub-section (1) of section 51 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006).

To,

Shri/Shrimati/Kumari
residing at in
taluka of District.

Whereas you are in occupation of premises described in the Schedule hereto appended;

And whereas a sum of ‘ being the arrears of rent from uptoin respect of the said premises is due and payable by you to the Board.

Now, therefore, in exercise of the powers conferred on me under sub-section (1) of section 51 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006), I hereby order you to pay the said sum within thirty days from the date of service of this notice, failing which, the said sum will recovered as arrears of land revenue;

SCHEDULE

.....
.....

Panaji, dated/...../20..... Competent Authority

FORM-IV

[See rule 7(d)]

Notice under proviso to sub-section (2) of section 51 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006).

To,

Shri/Shrimati/Kumari
residing at in
taluka of District.

Whereas you are in unauthorized occupation of premises described in the Schedule hereto appended hereto;

And whereas in exercise of the powers conferred on me under sub-section (2) of section 51 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006), I have assessed Rs. as damages payable by you on account of the use and land occupation of the said premises, I hereby order you to pay the said amount of damages within ten days from the date of service of this notice.

If the said amount is not paid within the period specified above, it will be recovered as arrears of land revenue.

SCHEDULE

.....

.....

Panaji, dated/...../20..... Competent Authority

FORM-V

[See rule 7(e)]

Notice under proviso to sub-section (3) of section 51 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006).

To,

Shri/Shrimati/Kumari
residing at in
taluka of District.

Whereas you are in unauthorized occupation of premises described in the Schedule hereto appended hereto;

And whereas in exercise of the powers conferred on me under sub-section (2) of section 51 of the Goa Rehabilitation Board Act, 2006 (Goa Act 9 of 2006), I have assessed Rs. as damages payable by you on account of the use and Land occupation of the said premises;

And whereas I propose to order you to pay the said damages to the Board within ten days from20.....

Now, therefore, as required by the provisions of sub-section (3) of the said section 51, I call upon you to tender an explanation and produce evidence, if any, and show cause within fourteen days from the date of service of this notice why the proposed order should not be made.

SCHEDULE

.....

.....

Panaji, dated/...../20.....

FORM-VI

(See rule 13)

Estimates of Income and Expenditure

INDEX

1. Member of the Rehabilitation Board.
2. Budget at a glance.
3. Introductory Note.
4. Abstract of capital Account.
5. Abstract of Revenue Account.
6. Abstracts of deposits and Advances Account.
7. Capital Account - Receipt Expenditure.
8. Revenue Account - Receipt Expenditure.
9. Deposit and Advance Account.
10. Detail explanatory memorandum to the Budget Estimates.
11. Detail of works.
12. Summary of loans and advances taken from the State Government and Outstanding as on (31st March of previous year).
13. Statement showing various posts under the Board with scales of pay.
14. Statement showing special pay attached to various posts.
15. Statement showing the conveyance allowance attached to the various posts.

I. Members of the Goa Rehabilitation Board

Member ----- Chairman

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

II. Budget at a Glance

Accounts (Actual of financial year)	Revised estimates (Previous year)	Budget estimates (Current year)
(1)	(2)	(3)

Revenue Account

Opening balance

Receipts

Expenses

Surplus (+) or Deceit (-)

Capital Account

Operating balance

Receipts

Expenditure

Closing balance

III. Introductory Notes

IV. Abstract of Capital Account

Receipt

I Loans Rs.

II Grants Rs.

III Advances Rs.

IV Sale of properties Rs.

V Rental income and Premia on lease Rs.

VI Miscellaneous Rs.

VII Ancillary Service Scheme Fund Rs.

Expenditure

1. Loans ‘

2. Advances ‘

3. Works ‘

A. Land acquisition & Development Scheme ‘

B. Low Income Group Housing Scheme ‘

C. Middle Income Group Housing Scheme ‘

D. Slum Improvement Scheme ‘

E. Subsidized Rehabilitation Housing Scheme ‘

F. Land Development Scheme ‘

G. Union Govt. Rental Housing Scheme for low paid Employees of State ‘

H. Ancillary Services Scheme ‘

I. Other Miscellaneous Schemes ‘

4. Special tools and Plant ‘

5. Ordinary Tools and Plant ‘

6. Suspense ‘

Total ‘

Total ‘

V. Abstract of Revenue Accounts

Receipts		Expenditure	
I Grants	‘	1. Internet	‘
II Advances	‘	2. Contribution to Reserve	‘
III Supervision Charges	‘	3. Advances	‘
IV Interest	‘	4. Establishment	‘
V Rental Income (Interest Portion)	‘	5. Investigation & Research	‘
VI Premia on Leases (Interest Portion)		6. Miscellaneous	‘
VII Miscellaneous		7. Tools and Plant	‘
		8. Repairs and Maintenance	‘
		9. Suspense	‘
Deduct	‘		
Refunds		Total	‘
Total			

VI. Abstract of Deposit and Advance Account

	Receipt	Outgoings
	(1)	(2) -
A. Deposit Account		
I. Provident Fund Deposits		
II. Deposits of contractors and subordinates		
III. Other deposits		
B. Advance Account		
I. Advances bearing interest		
II. Advances not bearing interest.		
C. Suspense Account		
Total		

VII. Capital Accounts – Receipts

Head of Accounts		Revised Estimates	Budget Estimates
(1)	(2)	(3)	(4)
I. Loans			
A. Loans from Government			
B. Loans from Banks			
C. Repayment of Loan by other persons			

II. Grants

- A. Grant from Government
- B. Other grants

III. Advances

- A. Advance from Reserve Account
- B. Refund of advance from Reserve Account
- C. Advances from Local Bodies etc. for Low Income Group Housing Scheme
- D. Advance from Local Bodies, etc. for Middle Income Group Housing Scheme.
- E. Advance from Local Bodies For Slum Improvement Scheme.
- F. Advance from Government for Subsidized Rehabilitation Housing Scheme
- G. Other advance from Government
- H. Advance from Government for Union Government Rental Housing Scheme for Low paid Employee in the State.

IV. Sale proceeds for properties

- A. Land Acquisition and Development Scheme
- B. Low Income Group Housing Scheme
- C. Other Scheme

V. Rental Income Premia on Leases

- A. Ancillary Services Scheme
- B. Low Income Group Housing Scheme
- C. Middle Income Group Housing Scheme
- D. Slum Development Scheme
- E. Lower Middle Class Housing Scheme
- F. Other Schemes
- G. Lumpsum recovery towards excess over ceiling cost
 - i. Low Income Group Housing Scheme
 - ii. Middle Income Group Housing Scheme

VI. Miscellaneous

- A. Sale proceeds of Securities.
- B. Miscellaneous

VII. Ancillary Services Schemes Fund

Total- Capital Account Receipt

VIII Capital Accounts – Expenditure

Head of Accounts	Accounts	Revised Estimates	Budget Estimates
(1)	(2)	(3)	(4)

I. Loans

- A. Repayment of loans to Government
- B. Repayment of loans to Banks
- C. Loans to financial institutions and other persons

II. Advances

- A. Advances to Revenue Account
- B. Refund of advance to Revenue Department

III. Works

- A. Land Acquisition and Development Schemes.
 - 1. Land Acquisition
 - 2. Development.
- B. Low Income Group Housing Scheme

I. Plan

- i. Land Development
- ii. Hire purchase building
- iii. Rental building

II. Non Plan

- i. Land Development
- ii. Hire purchase building
- iii. Rental building
- C. Middle Income Group Housing Scheme
 - i. Hire purchase building
 - ii. Rental building
- D. Slum Improvement Scheme
 - i. Open Development Plot
 - ii. Tenement
- E. Subsidised Rehabilitation Housing Scheme
- F. Land Development Scheme
- G. Union Government Rental Housing Scheme
for low paid Employees in the State
- H. Ancillary Services Scheme

- I. Other Miscellaneous Scheme
- J. Slum improvement Scheme Undertaken on behalf of Local Bodies
- K. Low Income Group Housing Scheme undertaken On behalf of local bodies
- L. Middle Income Group Housing Scheme undertaken On behalf of Local Bodies

IV. Special Tools and Plant

- A. Cost of purchase
- B. Maintenance and Repairs
- C. Deduct - Recoveries from contractor work

V. Ordinary Tools and Plant

- A. Cost of purchase
- B. Deduct amount transferred

VII. Suspense

Debit

- A. Stock
- B. Purchase
- C. Miscellaneous Advances

Credit

- A. Stock
- B. Purchase
- C. Miscellaneous Advances

Total – Capital Account Expenditure

IX. Revenue Account - Receipts

Head of Accounts	Accounts	Revised Estimates	Budget Estimates
(1)	(2)	(3)	(4)

I. Grants

- A. Grant from Government for Maintenance of slum colonies
- B. Grant for Government for Maintenance of housing colonies
- C. Grant from Government for Maintenance of Slum Improvement Schemes
- D. Other Grant from Government
- E. Grant from Local Bodies Others

II. Advances

- A. Advance from Government
- B. Advance from Capital Account
- C. Refund of advance from Capital account

(1)	(2)	(3)	(4)
III. Supervision charges			
A. Supervision charges			
(a) Slum Improvement Scheme			
(b) Others Schemes			
IV. Interest			
A. Interest of Investment			
B. Interest on sale proceeds			
C. Interest on loans and Advances by the Board			
D. Miscellaneous			
V. Rental Income			
A. Ancillary Services Scheme			
B. Low Income Group Housing Scheme			
C. Middle Income Group Housing Scheme			
D. Lower Middle Class Housing Scheme			
E. Slum Improvement Scheme			
F. Other Scheme			
G. Deduct Refunds			
H. Deduct Principal Portion Transferred to Capital Account.			
VI. Premia of Leases			
A. Low Income Group Housing Scheme			
B. Middle Income Group Housing Scheme			
C. Other Schemes			
D. Deduct Refunds			
E. Deduct Principal Portion Transferred to Capital Account			
VII Miscellaneous			
A. Fees, fines and forfeitures			
B. Sale of plans, tenders, etc.			
C. Leave salary and pension contribution			
D. Recoveries of expenditure			
E. Lapsed deposits			
F. Miscellaneous			
G. Deduct Refunds			
Total – Revenue Account – Receipts			
X. Revenue Account – Expenditure			
Head of Accounts	Accounts	Revised Estimates	Budget Estimates
(1)	(2)	(3)	(4)

I. Interest

A. Interest on Loans and Advances

(1)	(2)	(3)	(4)
II. Contributions to Reserve and other funds			
	A. Contribution to pension fund		
	B. Contribution to depreciation Reserve Fund		
III. Advances			
	A. Advances to Capital Accounts		
	B. Refund of advances to Capital Account		
	C. Refund of advance to Govt.		
IV. Establishment			
	A. Pay of Officers		
	B. Pay of Establishment		
	C. Leave Salary		
	D. Cost of special staff		
E. Allowances and Honoraria			
	1. Dearness allowances		
	2. House of rent allowance		
	3. Compensatory allowance		
	4. Travelling allowance		
	5. Conveyance allowance		
	6. Medical allowance		
	7. Education allowance		
	8. Travelling and other Allowance to members		
F. Contingencies			
	1. Pay of Menials		
	2. Books and periodicals		
	3. Telephones		
	4. Electricity and water		
	5. Advertisement		
	6. Clothing and uniform		
	7. Stationery and Printing		
	8. Rent/rates/taxes		
	9. Postage/Telegrams		
	10. Furniture/Fixtures		
	11. Other items		
G. Other Charges			
	1. Contribution to leave salary and pension		
	2. Fees to Auditor		
	3. Legal Charges		
	4. Compensation		
	5. Expenditure on payment of pension/gratuity		
Less amount transferred from Pension Fund			
V. Investigation and Research			
	A. Investigation and Survey of Schemes		
	B. Research on House Building		
	C. Deduct preliminary expenses transferred to the sanctioned Scheme		

(1)	(2)	(3)	(4)
VI. Miscellaneous			
A. Contribution to Staff Welfare and recreation			
B. Miscellaneous grants and contributions			
C. Publicity expenses			
D. Losses and write off			
VII. Tools and Plant			
A. Cost of Tools and Plant			
Charged to Revenue Account			
B. Amount transferred from			
Capital Account			
VIII Repairs and Maintenance			
A. Office buildings			
B. Rental buildings			
C. Rehabilitation colonies			
D. Other colonies			
E. Slum Improvement Scheme			
IX Suspense Account			
A. Water and electricity charges			
recoverable from occupants			
B. Deduct recoveries from occupants			
Total – Revenue Account Expenditure			
Deposit and advance Account			
		Receipts	Outgoings
Head of Account			
(1)	(2)	(3)	(4)
	(5)	(6)	(7)
A. Deposit Account.			
I. Depreciation			
Reserve Fund			
II. Pension Fund			
III. Provident Fund			
X. Deposits of contractors and other subordinates			
(1) Contractor Deposits			
(2) Sums due to contractors			
(3) Security deposits of subordinates			
XI. Other charges			
(1) Housing Deposits			
(2) Deposit for conveyance of sale deed			
(3) Rental deposit			
(4) Rent collected in colonies			
(5) Miscellaneous deposit			
B. Advance Account			
I. Advance bearing Interest-			
1) Advance for purchase of			
motor car			

(1)	(2)	(3)	(4)	(5)	(6)	(7)
(2) Advance for purchase of Motor cycles/scooters						
(3) Advance for purchase of other conveyance						
(4) Loan to Board Employees to meet deposits and excess over ceiling cost						

II. Advance not bearing interest

- (1) Advance of pay on transfer
 - (2) Advance of T.A. on transfer
 - (3) Festival advance
 - (4) Permanent advance
 - (5) Other advance
- (1) Unclassified Suspense

Investment Account	
1. Depreciation Reserve Fund	Rs.
a. Opening balance	Rs.
b. Add investment during the year	Rs.
c. Deduct amount realized on sale of investment	Rs.
d. Add cash balanced	Rs.
Total	Rs.
2. Pension Fund	Rs.
a. Opening balance	Rs.
b. Add investments during the year	Rs.
c. Deduct amount realized on sale of investment	Rs.
Total	Rs.
3. Provident Fund	Rs.
a. Opening balance	Rs.
b. Add investments during the year	Rs.
c. Deduct amount realized on sale of investment	Rs.
d. Add cash balanced	Rs.
4. Cash Balance	Rs.
a. Opening balance	Rs.
b. Add investments during the year	Rs.
c. Deduct amount realized on sale of investment	Rs.
d. Add cash balanced	Rs.
Total	Rs.

XII. Details of Works

Description of work	Amount of Estimates	Expenditure to end of (previous year)	Revised Estimates (current year)	Budget Estimates (next year)
1	2	3	4	5

XIII. Summary of Loans and advances taken from the Government and Outstanding on 31st March

A. LOANS

Serial No. and name of the Scheme	No. and Govt order date of	Date of drawal of the loan	Loan Amount	Outstanding balance on 31st March
1	2	3	4	5

B. ADVANCES

Serial No. and name of the Scheme	No. and Govt order date of	Date of drawal of the loan	Loan Amount
1	2	3	4

Scheme wise details will be indicated according to the budgetary classification

XIV. Statement showing various post under the Board with scales of pay

Serial No. and name of the Scheme	No. and Govt order date of	Date of drawal of the loan	Loan Amount
1	2	3	4

Board's Secretariat

(i) *Non Technical*

1. Chairman
2. Secretary
3. Chief Account Officer
4. Estate Officer
5. Officer on special duty
6. Accountants
7. Upper Division Clerks
8. Jr. Stenographer
9. Lower Division Clerks-cum-Typists
10. Peon

(ii) *Technical*

1. Housing Engineer
2. Architect
3. Drivers
4. Mechanic
5. Electrician
6. Plumber

XV. Statement showing special pay attached to various posts

Serial No. and category of post	Special Pay _____
1. Cashier	Rs. 200/- or Rs. 250/- as the case may be

XVI. Statement showing conveyance allowance attached to various posts

Serial No. and category of post	Conveyance Allowance
1. Housing Engineer	
2. Executive Engineer	
3. Estate Officer	
4. Deputy/Assistant Engineer	
5. Architect	
6. Supervisor/Section Officers	
7. Surveyors	
8. Electrician	
9. Plumber	

FORM VII
(See Rule 14)
Accounts

Capital Account for the year 20.....20.....

Detail	Expenditure upto 31st March, 20____	Expenditure	Sales or write off during the year	Total expenditure upto 31st March, 20____
1	2	3	4	5

- I. Expenditure on capital works
 A. Land Acquisition and Development
 B. L.I.G.H Scheme
 C. M.I.G.H Scheme
 D. Slum Improvement Scheme
 E. Housing for displaced/homeless persons
 II. Interest capitalized
 III. Establishment capitalized
 IV. Suspense
 V. Tools and Plant
 Total

Credits	Amount received upto 31st March, 20____	Amount year during the received	Amount re-paid year during the	Total net receipt March, 2019__ upto 31st
1. Loans borrowed from Government				
2. Subsidy from Government				
3. Advance received from Government not bearing interest				
4. Capital surplus				
a. Net profit on sale of Properties/Govt. Securities				
b. Lapsed deposits, purchase items, profits on Stock etc.				

Total

To	Revenue Account for the year 20__20__	Rs.	Rs.	Rs.
A. Properties				
i) Repairs and maintenance-				
a) Current repairs				
b) Special repairs				
ii) Municipal taxes, rent and taxes				
iii) Ground rent				
iv) Miscellaneous				

- B. Establishment and other charges
Less recoveries of expenditure
Less establishment charges capitalized.
- C. Provision for depreciation and other
Reserve Funds
i) Depreciation Reserve Fund
ii) Pension Fund
iii) Interest on Reserve Fund
- D. Redemption of Loans
- E. Special charge
i) Insurance
ii) Bad debts written off
iii) Leave salary and pension contribution
- F. Interest paid on Government loans
Add interest payable upto 31st March, 20__
- G. Reserve surplus

Total

By	Rs.	Rs.	Rs.
----	-----	-----	-----

- A. Rent of properties and service charges.
Add Arrears of rent and service charges.
- B. Subsidy due from Government.
- C. Charges on deposit contribution works.
- D. Management Charges
- E. Miscellaneous receipts
i) Fines and forfeitures
ii) Sale of produce
iii) Other receipts

Total

Net Reserve amount for the year 20__ to 20__.

To	Rs.	Rs.	Rs.
----	-----	-----	-----

- A. Balance brought forward from Revenue Account
- B. Interest on money at deposit received during the year

Total

By	Rs.	Rs.	Rs.
----	-----	-----	-----

- A. Balance brought forward from Revenue Account
- B. Interest on money at deposit received during the year

Add accrued as on 31st March, 20__

Less accrued as on 31st March, 20__

Total

Depreciation Reserve Account for the year 20__ 20__

To,

A. Expenditure debited to the Reserve (Withdrawal in respect of buildings sold of demolished).	Rs.
--	-----

B. Balance carried over to Balance Sheet	Rs.
--	-----

Total	Rs.
-------	-----

By

A. Balance brought forward from last year account

B. Amount brought from Revenue Account

Total

Pension Fund for the year 20__ 20__

To	Rs.
----	-----

A. Expenditure debited to the fund on account of
Pension and other retirement benefits

A. Balance carried over to the Balance sheet	Rs.
--	-----

Total

By

A. Balance brought forward from last year's account

B. Amount brought forward from Reserve Account

Total	Rs.
-------	-----

Balance sheet as on 31st March, 20__

Liabilities

A. Capital Account

Amount received as per Capital Account

B. Sundry creditors

a) Hire purchase scheme

i) balance as per last balance sheet

ii) amount received during the year

Less expenditure during the year

b) Other deposit contribution works

i) balance as per last balance sheet

ii) amount received during the year

Less expenditure during the year

c) Deposits from tenants

i) balance as per last balance sheet

ii) amount received during the year

Less amount repaid during the year

d) Deposits from contractors, etc.

i) balance as per last balance sheet

ii) Amount received during the year

Less amount repaid during the year

e) Management of

i) balance as per last balance sheet

ii) Amount received during the year

Less expenditure during the year.

C) Depreciation Reserve Fund Account

D) Pension Fund Account

E) Loan redemption account.

a) For S.I.H.S loans as per last balance sheet.
Add for the year.

b) For L.I.G.H.S loans as per last balance sheet.
Add for the year

C) For M.I.G.H.S loans as per last balance sheet.
Add for the year.

F. Ad-hoc provision on account of land reserve payable for
Govt. lands

As per last balance sheet.

Add for the year

G. Provision for unliquidated liabilities.

i) Electricity

ii) Water charges.

H. Revenue surplus as per last balance sheet.

Add as per net Revenue Account.

Total

Rs.

Assets

A. Capital Account

Amount expended as per Capital Account.

B. Sundry debtors

Govt. of Goa on account of

a) Subsidy

As per last balance sheet

Add due for the year as per Revenue Account

Less amount received during the year

b) Sale price of developed plots

c) Sale price of tenements

C. Tenants on account of

i) Rents

ii) Electricity/water

iii) Cost of suits

iv) Other items

Less provision for debts as per last balance sheet

Add amount written off now realized during the year

Less bad debts written off now realized during the year

D. Officer of the Board on account of

- i) Permanent advance
- ii) Advance to staff

E. Bank for interest accrued as per the Net Revenue Account**F. Loans to participants of:**

- i) L.I.G.H.S.
- ii) M.I.G.H.S
- iii) Slum eradication schemes
- iv) Rehabilitation schemes

G. Investment in Govt. loans**H. Cash with bank on deposits****I. Cash with Bank in current account****J. Cash in Hand**

Total

By order and in the name of the Governor of Goa.

Sandeep S. Gaude, Under Secretary (Rev. II).

Porvorim, 8th August, 2024.

www.goaprintingpress.gov.in

Printed and Published by the Director, Printing & Stationery,
Government Printing Press,
Mahatma Gandhi Road, Panaji-Goa 403 001.

PRICE – Rs. 21.00

PRINTED AT THE GOVERNMENT PRINTING PRESS, PANAJI-GOA—160/100—08/2024.